



Project/Issue Name: ORD 23-007. Public Hearing and Possible Vote to Recommend the Approval of Amendments to Chapter 410 Subdivision Regulations

Submitted By: BUILDS Department

Presented By: Chris Tabor, Principal Planner

Date: September 11, 2023

ISSUE IDENTIFICATION

Consideration to approve Amendments to Chapter 410 Subdivision Regulations.

DISCUSSION AND ANALYSIS

Chapter 410 Subdivision Regulations is the part of the City's Municipal Code that informs potential developing parties, project design teams, associated contractors, and City Staff as to rules of conduct from the point of application for a Preliminary Plat through to the acceptance of the Final Plat – and the related infrastructure, for creating a subdivision.

Much of the code in Chapter 410 originates from the greater overhaul to the City's Municipal Ordinances that occurred in 1999. Over the years only minor amendments have been put in place as the need arose. The goal of the subject amendment, however, is to bring the chapter in line with existing processes while accurately reflecting the internal ramifications of the creation of the BUILDS Department as well as the subsequent changes in reference language this requires.

Below are brief descriptions of particular elements thought to be of interest:

General

- Updated text to reflect departmental reorganization and creation of the BUILDS Department;
- Updated text to reflect changes in language and standards of state statutes;
- Reduced instances where tasks are tied to specific positions to minimize impact of organizational transitions;
- Updated processes to account for practical application. Includes:
 - Reduction/Alteration of various hard copy requirements to be provided by applicants;
 - Addition of language clarifying digital file requirements for various submittals.



Definitions [410.020; 410.360]

- Update definitions to better encapsulate the terms, therein;
- Add/Remove definitions to account for the new and deleted ordinance text;
- Alteration of “Subdivisions (General)” definition to remove ability for subdivision of land greater than or equal to five acres to be conducted without jurisdictional review.

Preliminary Plat [Article 410-III Major Subdivisions – Preliminary Plat]

- Change in the submittal requirements that separates the plat into two documents – Preliminary Survey Plan and Preliminary Engineering Plan. The Preliminary Survey Plan depicts those elements derived from the work of the surveyor and the Preliminary Engineering Plan reflects those of the engineer. This change allows each professional to attest, through their signature and professional seal, only to the work for which they have the necessary expertise.

Stormwater Management For Public And Private Improvements [Article 410-VII]

- Removal of Design Standards in preparation for adoption of “The Stormwater Design Manual” by City Council in subsequent meeting [410.650];
- Require that any overland drainage easements located on a private lot not count toward the total required square footage for that lot [410.650.F.2.a];
- Removal of discretionary allowance for fee in lieu of detention [416.690.G.3].

STAFF RECOMMENDATION

Staff recommends the approval of the referenced Amendment.